

Virginia Department of Agriculture & Consumer Services

Specialty Agriculture Research Grant Guidelines for Advance of Funds

In order to avoid undue hardship, the Virginia Department of Agriculture & Consumer Services (VDACS), **in its sole discretion**, may advance funds upon the written request of Grant Recipients. Except in the most extraordinary case, the advance should not exceed 25% of the total grant award. Thereafter, VDACS shall continue to exercise its sole discretion to determine if undue hardship exists in requiring reimbursement for expenditures versus advancement of funds. Generally, after an initial advancement, the Grant Recipient will be paid the remaining grant award on a reimbursement basis as set forth in the disbursement guidelines.

While the determination whether to advance funds remains within the discretion of VDACS, the following factors may be considered in determining undue hardship:

1. The nature of the project – funds for the project are required to purchase materials to initiate the project and other funding sources are not available to the project manager, at that time.
2. Will the advance of the VDACS grant facilitate the ability of an organization to access other grant programs that do not have any flexibility.
3. Any other factors that VDACS may deem relevant.

Any entity receiving a VDACS Specialty Agriculture Research Grant and seeking an advance of funds will be expected to work closely with VDACS staff to substantiate the need for advances and to avoid any advances in excess of the amount necessary to keep the project on track.

THERE IS NO RIGHT UNDER ANY CIRCUMSTANCES TO AN ADVANCE OF FUNDS IN CONNECTION WITH A GRANT AWARD. ALL ADVANCES ARE MADE AT THE SOLE DISCRETION OF VDACS.

Authorization to make all determinations and payments under these guidelines is hereby delegated to the Commissioner of Agriculture or the Secretary of Agriculture & Forestry.

Effective November 3, 2005